



# CHESAPEAKE BAY MARITIME MUSEUM

213 NORTH TALBOT STREET | ST. MICHAELS, MD 21663 | 410-745-2916 | CBMM.ORG

**POSITION: SUMMER CAMP INSTRUCTOR**

**REPORTS TO: WORKSHOP EDUCATION MANAGER**

The Chesapeake Bay Maritime Museum (CBMM) is dedicated to preserving and exploring the history, environment, and culture of the entire Chesapeake Bay region, and making this resource available to all. As an educational institution, staff fulfill CBMM's mission, goals, and vision, working individually and collaboratively to encourage the public's access to our collections, programs, and resources.

## Scope

CBMM's Summer Camp Program has developed a reputation as an exceptionally fun, well-run program that provides lasting memories for campers and staff. CBMM's expansive grounds and waterfront location provide unique opportunities for laughs, learning, and lifelong memories. Instructors for CBMM's Summer Camp Program design and lead week-long sessions for children ages 4-15. Each camp session focuses on hands-on learning through art-making, on-the-water experiences, stories, games and more. CBMM's Summer Camp program runs on weekdays from 9:00 to 4:00 from late June through August. Most camp instruction takes place in small groups of no more than 12 children, allowing for focused, enjoyable experiences for campers and instructors. Applicants must be at least 16 years old at the start of the employment period to serve as Instructors, although volunteer opportunities are available for younger applicants. Instructors collaborate with other camp staff, including Lead Instructors, to plan and implement camp curriculum with support from CBMM's Education Department. All instructors offer support in program delivery and will be expected to lead activities and supervise children in a safe, fun environment.

## Basic Requirements:

- Previous experience working with children ages 4 to 15, in a traditional and/or non-traditional environment preferred.
- Ability to be creative, enthusiastic, and effective when teaching.
- Must pass a State of Maryland background check.
- Physical ability to work with campers on the Museum's 18-acre campus, exhibits, boats, and docks, be outdoors in the summertime.

## Primary Responsibilities:

- Help to manage a group of up to 12 children.
- Plan camp curriculum: Instructors are responsible for assisting with the planning and implementation of the daily camp curriculum.
- Daily set-up/clean-up: Both the Lead Instructors and Instructors are responsible for the set-up/clean-up of all class materials each day, as well as maintaining a physically safe and clean camp environment.
- Implement camp programs: Both the Lead Instructors and Instructors are responsible for the successful execution of the camp program.
- Work positively with coworkers, supervisors, and volunteers to ensure a positive camp program.

- Must adhere to assigned working hours, ensuring program coverage and providing for the timely set-up and clean-up of program materials.

This position is a part time, seasonal non-exempt, hourly position. Competitive compensation is offered.



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**POSITION: SUMMER CAMP LEAD INSTRUCTOR**

**REPORTS TO: WORKSHOP EDUCATION MANAGER**

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## Scope

CBMM's Summer Camp Program has developed a reputation as an exceptionally fun, well-run program that provides lasting memories for campers and staff. CBMM's expansive grounds and waterfront location provide unique opportunities for laughs, learning, and lifelong memories. Instructors for CBMM's Summer Camp Program design and lead week-long sessions for children ages 4-15. Each camp session focuses on hands-on learning through art-making, on-the-water experiences, stories, games and more. CBMM's Summer Camp program runs on weekdays from 9:00 to 4:00 from late June through August. Most camp instruction takes place in small groups of no more than 12 children, allowing for focused, enjoyable experiences for campers and instructors. Summer Camp Instructors at least 18 years of age and older will serve as either a Lead Instructor or Instructor depending on experience. The Lead instructor collaborates with other camp staff to plan and implement camp curriculum with support from CBMM's Education Department. All instructors offer support in program delivery and will be expected to lead activities and supervise children in a safe, fun environment.

## Basic Requirements:

- Previous experience working with children ages 4 to 15, in a traditional and/or non-traditional environment.
- Proven creative, enthusiastic, and effective teaching abilities.
- Must pass a State of Maryland background check
- Physical ability to work with campers on the Museum's 18-acre campus, exhibits, boats, and docks, be outdoors in the summertime.

## Primary Responsibilities:

- Managing a group of up to 12 children.
- Plan camp curriculum: The Lead instructors are responsible for planning and overseeing the daily camp curriculum. This includes gathering program materials, including those available in the Education Dept. offices and working with the Education Department staff to secure other materials as needed.
- Daily set-up/clean-up: Both the Lead Instructors and Instructors are responsible for the set-up/clean-up of all class materials each day, as well as maintaining a physically safe and clean camp environment.
- Implement camp programs: Both the Lead Instructors and Instructors are responsible for the successful execution of the camp program. Registration support and program guidance will be provided by Education Department staff.
- Work positively with coworkers, supervisors, and volunteers to ensure a positive camp program. Supervise and offer coaching to Instructors and Instructors-in-training as appropriate.

- Must adhere to assigned working hours, ensuring program coverage and providing for the timely set-up and clean-up of program materials.

This position is a part time, seasonal non-exempt, hourly position.

CBMM's Summer Camp Lead Instructors may also earn internship credit as part of their seasonal camp role, dependent upon university or college requirements.